

Library Advisory Board

Meeting minutes for May 29, 2025, 6:00 p.m.

City Hall, First Floor Conference Room

Call Meeting To Order: Amanda Houston, Chair

Amanda Houston called the Library Advisory Board meeting to order at 5:58 PM, noting that they were starting early.

Roll Call

Present: Amanda Houston (Chair), Julia Kightly (Vice Chair), Tim O'Leary, Sharee Adkins, Jessica Hopkins-Hubbard, open Student Commissioner, Library Director Korie Jones Buerkle

Accept Consent Calendar

a. Accept April 2025 Library Advisory Board Meeting Minutes.

b. Accept April Library Use Report.

Kightly moved to accept consent calendar, Adkins seconded, motion passed.

Public Comments (5 Minutes Maximum Per Person)

There were no public comments.

Board Comments

a. Current Library Narratives

Korie Buerkle shared a cute picture of a young participant who had her book autographed by an author before the "My First Book Club" event. She mentioned that the kids had a lot of fun, and she later heard from another author friend that the visiting author also enjoyed the event.

Lastly, Korie introduced Andrea, their new intern who is a junior in high school. She praised Andrea's performance at the Dundee Literacy Night event, noting her ability to adapt quickly to the unexpectedly high attendance.

Reports

a. Library Foundation Report (None)

There was no Library Foundation Report

b. Library Director's Report (Korie Buerkle)

Korie Buerkle provided updates on various library activities and initiatives:

- **Door Counter Issues:** Korie explained that the door counter had stopped working at the end of March, which explained why the March numbers were lower. She mentioned that only one side had been working, so the current statistics might not be entirely accurate. Korie stated that she wasn't too worried about the statistics for this month but would be concerned if they remained down next month, especially since circulation statistics were up.
- **Oregon Library Association Conference:** Korie shared insights from her attendance at the conference, particularly about the Oregon Digital Newspaper Program. She explained the plans for digitizing Newberg's newspapers and the potential benefits for research and community projects.

- Grants and Budget: Korie reported receiving a \$10,000 grant from the Austin Family Foundation for building updates. She also mentioned that the city budget passed as presented, which was positive for the library.
- Summer Reading Program: Korie discussed the upcoming summer reading program, including a new teen volunteer initiative and the hiring of a high school intern named Andrea.
- Bark Dust Fire: Korie shared an anecdote about a staff member dealing with a bark dust fire and explained the library's fire safety procedures.
- Building Updates: Korie mentioned receiving bids for shelving panels and working on rolling over grant funds to cover the costs.
- Digitization Project: Korie elaborated on the plans for digitizing local newspapers and the acquisition of a new digitization projector.

c. Library Friends Report (Korie Buerkle)

Korie Buerkle mentioned that the Austin Family Foundation gave the \$10,000 grant to the Friends of the Library because of their 501(c)(3) status.

Unfinished Business

a. None

There was no unfinished business discussed during the meeting.

New Business

a. Library Customer Service Survey Results

Korie Buerkle presented the results of the annual customer service survey conducted in April. She noted that she was generally happy with the results and didn't find anything surprising or concerning. Korie mentioned that she had changed some questions to include a "not applicable" option based on feedback from the previous year.

Korie explained that they offer the survey in both English and Spanish, but this year they only received English responses.

Regarding constructive feedback, Korie noted that it was helpful to know they needed to do a better job with digital and online offerings. She also mentioned that they have a slightly bigger budget for the next two years, which will help address some of the concerns.

Korie acknowledged that they often receive requests for specific books and suggested that they could improve in letting people know about their recommendation form and interlibrary loan services.

b. Library Resource Of The Month: Summer Reading

Korie Buerkle provided a detailed overview of the summer reading programs for different age groups:

- Baby Program: This program is for babies up to children entering sixth grade. Korie explained that they try to make the baby program easy and focused on early literacy skills. Parents receive different options for participating, considering the time constraints they often face.
- Children's Program: Korie showed the game board for the children's program, which includes various activities and a word search. She mentioned that children get to pick out a free book when they start the program.
- Summer Reading Mascot: Korie explained the mascot program, which runs from June 7th through August 16th, in partnership with downtown businesses. Two mascots move once a week, and clues are posted on social media and in the library.
- Teen Program: Ruth designed the teen program, which includes a mix-and-match book title activity and various summer events. Korie emphasized the flexibility of the program to accommodate different reading levels and developmental needs.
- Adult Program: Jessica designed the adult summer reading program, which includes various activities like reading, attending programs, and completing weekly literary quizzes. Adults register with their name and email and can participate as much or as little as they want throughout the summer.

- **Special Activities:** Korie mentioned additional activities such as a spice kit for each month and a passport program for little free libraries around Newberg and Dundee.
- **Public Works Day:** Korie discussed the upcoming Public Works Day event on June 18th, which is hosted at the library and includes equipment displays, free hot dog lunch, and various city department booths.

Korie expressed enthusiasm for the summer reading programs and encouraged board members to participate and spread the word about the activities.

Next Meeting/Steps

a. No Meetings In June Or July

Korie confirmed that there would be no Library Advisory Board meetings in June or July.

b. Next Meeting: August 21, 2025

Korie announced that the next Library Advisory Board meeting would be held on August 21, 2025.

Adjournment

The meeting was adjourned at 6:42 PM.